Rare Book and Manuscript Library
Annual Report, July 1991-June 1992

Kenneth A. Lohf
Librarian for Rare Books and Manuscripts

The major achievement this year has been the publication of A Guide to the Manuscript Collections in the Rare Book and Manuscript Library of Columbia University. Printed by G. K. Hall utilizing the RLIN AMC tapes, the work is the result of several years work by numerous staff members of the Rare Book and Manuscript Library, notably Bernard Crystal, Patrick Lawlor, and Henry Rowen. The work features descriptions of more than 1,300 collections of manuscripts and papers, an extensive name and subject index, and an introduction relating the history of the growth of this resource written by the Librarian.

The extensive planning effort begun nearly two years ago made continuing progress during the past year in its deliberations particularly in the areas of access, preservation, and security. Outreach to faculty and students has been especially successful through receptions held for several departments, a series of orientation lectures to graduate seminars, and exhibitions held for individual classes. A new venture, and one that has proved popular with visitors and colleagues, has been the publication of note cards in time for the holiday season; the five cover designs chosen to illustrate the cards were based on rarities held by the Library.

Gifts in cash to the Library during 1991-92 totaled $378,180. The major gift was the first distribution of $300,000 received from the estate of Robert Halsband. Also received were the residuary payment from the Louise Woods estate, income from the Mollie Harris Samuels trust, and a grant from the Bella Spewack trust. Substantial contributions, designated for specific purposes, were also received from Martin Baron, The Viscountess Eccles, Lita Hornick, International Institute for Rural Reconstruction, Sighle Kennedy, Corliss Lamont, and Carol Z. Rothkopf.

Gifts in kind this year have again exceeded $1 million, as it has in the past seven years, reaching $1,085,553. The 131 individual gifts comprised 455,581 manuscript items and 874 printed rarities

and first editions. Major additions were received to collections already established, James Truslow Adams, Jacques Barzun, William Bronk, Robert Wilson, Carnegie Corporation, Citizens Union, HarperCollins, Lita Hornick, Geoffrey Parsons, Douglas Moore, Richard B. Morris, and Joseph Urban, among numerous others.

In addition, there were important individual items received as gifts, such as several important Benjamin Cardozo manuscripts (Frederic S. Nathan gift), Franklin D. Roosevelt letters written to Benjamin Cardozo (William Freese gift), the manuscript of Thomas Merton's The Seven Storey Mountain (Robert Giroux gift), two eighteenth century Judeo-Persian manuscripts (Yosef H. Yerushalmi gift), and 1662 document signed by Czar Michael, the first Romanov Czar (Beatrice Gallatin Beuf gift). Among art works received as gifts were five Weldon Kees paintings and drawings (Lorraine Wilbur gift), a Vanessa Bell watercolor (Ronald Dzierbicki gift), sketchbooks and drawings of Robert Smithson (Nancy Holt gift) , Charles Saxon watercolors and drawings (Nancy Saxon gift), a John Leech drawing (Sam and Katalin Schaefler gift), a bronze head of Corliss Lamont (Lamont gift) which is permanently on view in the Lamont reading room, and two important Arthur Rackham drawings (Michael Loeb gift)

Among the rare book gifts received during the past year were two rare Aldine press editions (Guilio Andreotti and Francesco Cossiga gifts), a 1496 Koberger edition of Petrus de Palude, Sermones thesauri novie de sanctis (Christopher Coover gift), a rare salesman dummy of Edith Wharton's The Fruit of the Tree (Iola Haverstick gift), Paul Eluard's Le Bestaire (1948) with impressive illustrations by Roger Chastel (Peter and Evelyn Kraus gift), and a first edition of Elizabeth Barrett Browning's The Seraphim and Other Poems, 1838, with an original autograph letter by the author laid in the volume (Morris H. Saffron gift).

While the planning effort will provide recommendations for the operation of the Library over the next five to ten years, there remain concerns of a more immediate nature. Most important among them are: the need to increase the allotment for general assistants to maintain current access and resource services in the light of recent budgetary cutbacks; upgrade security systems in the light of increasing thefts among our own and our peer institutions; proper operation and maintenance of our HVAC system (and extension of the

system to cover stacks 12 through 15) to ensure that our increasingly valuable rare book, manuscript, and art resources.

Appendix added to this copy only by Bernard R. Crystal

During the 1991/1992 481,076 manuscript items were added to the Manuscript Department (401 linear feet) bringing the total holdings to 26,654,041 ms. items (203,669 linear

(1)

File

# Rare Book and Manuscript Library
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system to cover stacks 12 through 15) to ensure that our increasingly valuable rare book, manuscript, and art resources.

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Columbia University in the City of New York | New York, N.Y. 10027

THE LIBRARIES

535 West 114th Street

**TO:** Sheila Carney, Kitty Chibnik, Bernard Crystal, Elizabeth Davis, Olha della Cava, Hollee Haswell, Amy Heinrich, Susan Klimley, Robert McDonald, Bill Middleton, Jay Mitchell, Jill Parchuck, Ron Smith, Elida Stein, Steve Wiist, Robert Wolven, Charles Wu

**FROM:** Kris Kavanaugh

**RE:** Change in Size of Collection Statistics

**DATE:** October 22, 1992

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Attached are the change in size of collection statistics (standard printed materials, microforms and other formats) for 91/92.

Of note 1991/92 .... total volumes added increased 10.4% (11.5% excluding HSL and Law), total volumes withdrawn increased 21.6% (119.7% excluding HSL and Law) resulting in a net change increase of 9.2% (4.7% excluding HSL and Law) vs. 90/91.

If anyone has any questions please feel free to call.

cc: E. Betancourt
H. Dillon
D. Estwick
T. Ferguson
A. Giral
A. Heinrich
B. List
C. Mandel
E. McIlvaine
R. Reiter
J. Sahner
E. Sloan
J. Winland

COLUMBIA UNIVERSITY LIBRARIES
CHANGE IN SIZE OF COLECTIONS
SUMMARY: STANDARD PRINTED MATERIALS

| | | | July 1 1991 | Grand Total Added | Grand Total Withd. | Total Net Change | June 30, 1992 |
|---|---|---|---|---|---|---|---|
| JULY 1, 1991 to JUNE 30, 1992 | Humanities & History Div. | Central Stacks | 1,730,232 | 41,545 | 2,933 | 38,612 | 1,768,844 |
| | | Graphic Arts Collection | 15,055 | 175 | 8 | 167 | 15,222 |
| | | Burgess-Carpenter | 180,036 | 2,068 | 3,173 | (1,105) | 178,931 |
| | | College | 44,174 | 3,390 | 604 | 2,786 | 46,960 |
| | | Philosophy | 14,615 | 12 | 252 | (240) | 14,375 |
| | | Library Service | 109,324 | 1,599 | 314 | 1,285 | 110,609 |
| | | Music | 63,748 | 1,342 | 33 | 1,309 | 65,057 |
| | | Reference Collection | 52,436 | 1,284 | 220 | 1,064 | 53,500 |
| | | Microform Reading Room | 412 | 3,146 | 0 | 3,146 | 3,558 |
| | | **Total History & Humanities** | **2,210,032** | **54,561** | **7,537** | **47,024** | **2,257,056** |
| | Science & Engineering | Biological Sciences | 48,858 | 1,216 | 75 | 1,141 | 49,999 |
| | | Chemistry | 44,003 | 1,557 | 138 | 1,419 | 45,422 |
| | | Engineering | 204,600 | 3,945 | 203 | 3,742 | 208,342 |
| | | Geology | 89,705 | 1,781 | 304 | 1,477 | 91,182 |
| | | Geoscience | 27,511 | 951 | 403 | 548 | 28,059 |
| | | Mathematics | 34,289 | 1,110 | 106 | 1,004 | 35,293 |
| | | Physics | 32,150 | 1,411 | 465 | 946 | 33,096 |
| | | Psychology | 32,328 | 845 | 1,426 | (581) | 31,747 |
| | | Science | 77,819 | 762 | 117 | 645 | 78,464 |
| | | **Total Science & Eng.** | **591,263** | **13,578** | **3,237** | **10,341** | **601,604** |
| | Social Science Division | Business | 380,524 | 5,624 | 1,464 | 4,160 | 384,684 |
| | | Documents Service Center | 89,754 | 2,401 | 177 | 2,224 | 91,978 |
| | | Journalism | 16,252 | 672 | 155 | 517 | 16,769 |
| | | Lehman | 289,983 | 11,234 | 645 | 10,589 | 300,572 |
| | | Social Work | 139,330 | 2,139 | 63 | 2,076 | 141,406 |
| | | **Total Social Science** | **915,843** | **22,070** | **2,504** | **19,566** | **935,409** |
| | Distinctive Collection | Avery | 153,747 | 2,364 | 7 | 2,357 | 156,104 |
| | | Fine Arts | 90,501 | 1,817 | 7 | 1,810 | 92,311 |
| | | Ware | 10,720 | 268 | 0 | 268 | 10,988 |
| | | East Asian | 562,349 | 15,771 | 4 | 15,767 | 578,116 |
| | | Health Science | 451,069 | 9,226 | 230 | 8,996 | 460,065 |
| | | Law and International | 718,957 | 10,689 | 1,522 | 9,167 | 728,124 |
| | | Rare Book & Manuscript | 409,685 | 1,514 | 50 | 1,464 | 411,149 |
| | | Columbiana | 28,127 | 3,109 | 0 | 3,109 | 31,236 |
| | | **Total Distinctive Collection** | **2,425,155** | **44,758** | **1,820** | **42,938** | **2,468,093** |
| | **Grandtotal** | | **6,142,293** | **134,967** | **15,098** | **119,869** | **6,262,162** |

## COLUMBIA UNIVERSITY LIBRARIES
## STANDARD PRINTED MATERIALS

| | | | Additions by Dept. Libraries | | | | Additions by Cataloging | | | | Withdrawals by Libraries | | | | Withdrawals by Cataloging | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | Add Monog | Bound Serial | Add Other | Total Added Libraries | Monog | Serials | Total Added Catalog | Grand Total Added | Monog | Bound Serials | Other | Total Withd Libraries | Monog | Serials | Total With Catal. | Grand Total Withd. | Total Net Change |
| JULY 91 - JUNE 92 | Humanities & History Div. | Central Stacks | 1020 | 305 | 0 | 1325 | 34605 | 5615 | 40220 | 41545 | 671 | 56 | 0 | 727 | 2200 | 6 | 2206 | 2933 | 38612 |
| | | Graphic Arts Collection | 0 | 0 | 0 | 0 | 93 | 82 | 175 | 175 | 7 | 0 | 0 | 7 | 1 | 0 | 1 | 8 | 167 |
| | | Burgess-Carpenter | 920 | 5 | 0 | 925 | 1126 | 17 | 1143 | 2068 | 3158 | 0 | 0 | 3158 | 15 | 0 | 15 | 3173 | (1105) |
| | | College | 0 | 0 | 0 | 0 | 3373 | 17 | 3390 | 3390 | 604 | 0 | 0 | 604 | 0 | 0 | 0 | 604 | 2786 |
| | | Philosophy | 0 | 0 | 0 | 0 | 12 | 0 | 12 | 12 | 213 | 0 | 0 | 213 | 39 | 0 | 39 | 252 | (240) |
| | | Library Servic | 0 | 0 | 0 | 0 | 669 | 930 | 1599 | 1599 | 175 | 0 | 0 | 175 | 138 | 1 | 139 | 314 | 1285 |
| | | Music | 74 | 1 | 0 | 75 | 1095 | 172 | 1267 | 1342 | 33 | 0 | 0 | 33 | 0 | 0 | 0 | 33 | 1309 |
| | | Reference Collection | 0 | 0 | 0 | 0 | 776 | 508 | 1284 | 1284 | 0 | 0 | 0 | 0 | 213 | 7 | 220 | 220 | 1064 |
| | | Microform Reading | 0 | 0 | 0 | 0 | 3146 | 0 | 3146 | 3146 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 3146 |
| | | Total History & Humanities | 2014 | 311 | 0 | 2325 | 44895 | 7341 | 52236 | 54561 | 4861 | 56 | 0 | 4917 | 2606 | 14 | 2620 | 7537 | 47024 |
| | Science & Engineering | Biological Sciences | 5 | 0 | 0 | 5 | 589 | 622 | 1211 | 1216 | 75 | 0 | 0 | 75 | 0 | 0 | 0 | 75 | 1141 |
| | | Chemistry | 4 | 0 | 0 | 4 | 696 | 857 | 1553 | 1557 | 133 | 0 | 0 | 133 | 5 | 0 | 5 | 138 | 1419 |
| | | Engineering | 14 | 0 | 0 | 14 | 2354 | 1577 | 3931 | 3945 | 173 | 15 | 0 | 188 | 10 | 5 | 15 | 203 | 3742 |
| | | Geology | 400 | 0 | 0 | 400 | 394 | 987 | 1381 | 1781 | 0 | 0 | 0 | 0 | 304 | 0 | 304 | 304 | 1477 |
| | | Geoscience | 0 | 0 | 0 | 0 | 306 | 645 | 951 | 951 | 400 | 0 | 0 | 400 | 3 | 0 | 3 | 403 | 548 |
| | | Mathematics | 40 | 0 | 0 | 40 | 577 | 493 | 1070 | 1110 | 106 | 0 | 0 | 106 | 0 | 0 | 0 | 106 | 1004 |
| | | Physics | 19 | 0 | 0 | 19 | 732 | 660 | 1392 | 1411 | 390 | 75 | 0 | 465 | 0 | 0 | 0 | 465 | 946 |
| | | Psychology | 16 | 0 | 0 | 16 | 445 | 384 | 829 | 845 | 817 | 0 | 0 | 817 | 609 | 0 | 609 | 1426 | (581) |
| | | Science | 39 | 75 | 0 | 114 | 344 | 304 | 648 | 762 | 117 | 0 | 0 | 117 | 0 | 0 | 0 | 117 | 645 |
| | | Total Science & Eng. | 537 | 75 | 0 | 612 | 6437 | 6529 | 12966 | 13578 | 2211 | 90 | 0 | 2301 | 931 | 5 | 936 | 3237 | 10341 |

## COLUMBIA UNIVERSITY LIBRARIES
## STANDARD PRINTED MATERIALS

| | | | Additions by Dept. Libraries | | | | Additions by Cataloging | | | Grand Total Added | Withdrawals by Libraries | | | | Withdrawals by Cataloging | | | Grand Total Withd. | Total Net Change |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | Add Monog | Bound Serial | Add Other | Total Added Librarie s | Monog | Serials | Total Added Catalog | | Monog | Bound Serials | Other | Total Withd Librarie s | Monog | Serials | Total With Catal. | | |
| JULY 91 - JUNE 92 | Social Science Division | Business | 401 | 0 | 0 | 401 | 3873 | 1350 | 5223 | 5624 | 328 | 109 | 0 | 437 | 1027 | 0 | 1027 | 1464 | 4160 |
| | | Documents Service | 2285 | 106 | 0 | 2391 | 7 | 3 | 10 | 2401 | 177 | 0 | 0 | 177 | 0 | 0 | 0 | 177 | 2224 |
| | | Journalism | 215 | 29 | 16 | 260 | 363 | 49 | 412 | 672 | 0 | 0 | 0 | 0 | 155 | 0 | 155 | 155 | 517 |
| | | Lehman | 481 | 312 | 0 | 793 | 9298 | 1143 | 10441 | 11234 | 171 | 301 | 0 | 472 | 170 | 3 | 173 | 645 | 10589 |
| | | Social Work | 142 | 33 | 0 | 175 | 1629 | 335 | 1964 | 2139 | 36 | 25 | 0 | 61 | 2 | 0 | 2 | 63 | 2076 |
| | | Total Social Science | 3524 | 480 | 16 | 4020 | 15170 | 2880 | 18050 | 22070 | 712 | 435 | 0 | 1147 | 1354 | 3 | 1357 | 2504 | 19566 |
| | Distinctive Collection | Avery | 1 | 0 | 0 | 1 | 1393 | 970 | 2363 | 2364 | 4 | 0 | 0 | 4 | 3 | 0 | 3 | 7 | 2357 |
| | | Fine Arts | 0 | 0 | 0 | 0 | 1580 | 237 | 1817 | 1817 | 7 | 0 | 0 | 7 | 0 | 0 | 0 | 7 | 1810 |
| | | Ware | 0 | 0 | 0 | 0 | 268 | 0 | 268 | 268 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 268 |
| | | East Asian | 10865 | 4047 | 0 | 14912 | 633 | 226 | 859 | 15771 | 2 | 0 | 0 | 2 | 2 | 0 | 2 | 4 | 15767 |
| | | Health Science | 3375 | 5851 | 0 | 9226 | 0 | 0 | 0 | 9226 | 22 | 208 | 0 | 230 | 0 | 0 | 0 | 230 | 8996 |
| | | Law and Internationa | 4021 | 6665 | 0 | 10686 | 3 | 0 | 3 | 10689 | 120 | 1402 | 0 | 1522 | 0 | 0 | 0 | 1522 | 9167 |
| | | Rare Book & Manuscript | 395 | 0 | 269 | 664 | 804 | 46 | 850 | 1514 | 0 | 0 | 0 | 0 | 50 | 0 | 50 | 50 | 1464 |
| | | Columbiana | 0 | 0 | 2509 | 2509 | 600 | 0 | 600 | 3109 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 3109 |
| | | Total Distinctive | 18657 | 16563 | 2778 | 37998 | 5281 | 1479 | 6760 | 44758 | 155 | 1610 | 0 | 1765 | 55 | 0 | 55 | 1820 | 42938 |
| | Grandtotal | | 24732 | 17429 | 2794 | 44955 | 71783 | 18229 | 90012 | 134967 | 7939 | 2191 | 0 | 10130 | 4946 | 22 | 4968 | 15098 | 119869 |

COLUMBIA UNIVERSITY LIBRARIES
CHANGE IN SIZE OF COLLECTIONS
SUMMARY: MICROFORMS

| | | | Microform Reels | | Microfiches | | Microcards | | Microprints | | All Microforms | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | Net Add | 6/30/92 | Net Add | 6/30/92 | Net Add | 6/30/92 | Net Add | 6/30/92 | Net Add | 6/30/92 |
| JULY 1, 1991 - to JUNE 30, 1992 | Humanities & History Div. | Central Stacks | 0 | 107 | | 10 | 0 | 0 | 0 | 0 | 0 | 117 |
| | | Burgess-Carpenter | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| | | Library Service | 9 | 1,774 | 1,163 | 12,056 | 0 | 0 | 0 | 0 | 1,172 | 13,830 |
| | | Music | 0 | 1,045 | 8 | 1,158 | 0 | 3,957 | 0 | 0 | 8 | 6,160 |
| | | Reference Collection | 0 | 133 | 1,426 | 10,742 | 0 | 0 | 0 | 0 | 1,426 | 10,875 |
| | | Microform Reading Room | 1,665 | 128,666 | 10,376 | 306,350 | 0 | 59,776 | 0 | 318,171 | 12,041 | 812,963 |
| | | Total History & Humanities | 1,674 | 131,725 | 12,973 | 330,316 | 0 | 63,733 | 0 | 318,171 | 14,647 | 843,945 |
| | Science & Engineering | Biological Sciences | 1 | 6,591 | 0 | 4,472 | 0 | 0 | 0 | 0 | 1 | 11,063 |
| | | Chemistry | 32 | 1,626 | 0 | 4,631 | 0 | 360 | 0 | 0 | 32 | 6,617 |
| | | Engineering | 4 | 7,699 | 57,753 | 1,440,459 | 0 | 0 | 0 | 0 | 57,757 | 1,448,158 |
| | | Geology | 0 | 47 | 125 | 713 | 0 | 14 | 0 | 0 | 125 | 774 |
| | | Geoscience | 0 | 558 | 1,194 | 18,426 | 0 | 5,153 | 0 | 0 | 1,194 | 24,137 |
| | | Mathematics | 0 | 198 | 0 | 9,378 | 0 | 0 | 0 | 0 | 0 | 9,576 |
| | | Physics | 11 | 1,208 | 0 | 966 | 0 | 316 | 0 | 0 | 11 | 2,490 |
| | | Psychology | 3 | 246 | 0 | 2,941 | 0 | 0 | 0 | 0 | 3 | 3,187 |
| | | Science | 2 | 789 | 0 | 673 | 0 | 0 | 0 | 0 | 2 | 1,462 |
| | | Total Science & Eng. | 53 | 18,962 | 59,072 | 1,482,659 | 0 | 5,843 | 0 | 0 | 59,125 | 1,507,464 |

COLUMBIA UNIVERSITY LIBRARIES
CHANGE IN SIZE OF COLLECTIONS
SUMMARY: MICROFORMS

| | | | Microform Reels | | Microfiches | | Microcards | | Microprints | | All Microforms | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | Net Add | 6/30/92 | Net Add | 6/30/92 | Net Add | 6/30/92 | Net Add | 6/30/92 | Net Add | 6/30/92 |
| JULY 1, 1991 - to JUNE 30, 1992 | Social Science Division | Business | 122 | 5,908 | 25,166 | 639,741 | 0 | 43,122 | 0 | 0 | 25,288 | 688,771 |
| | | Documents Service center | 32 | 1,032 | 67,224 | 520,637 | 0 | 0 | 0 | 185,140 | 67,256 | 706,809 |
| | | Journalism | 25 | 1,833 | 0 | 23,246 | 0 | 0 | 0 | 0 | 25 | 25,079 |
| | | Lehman | 659 | 22,545 | 4,844 | 146,846 | 0 | 1,235 | 0 | 0 | 5,503 | 170,626 |
| | | Social Work | 3 | 168 | 0 | 3,275 | 0 | 0 | 0 | 0 | 3 | 3,443 |
| | | Total Social Science | 841 | 31,486 | 97,234 | 1,333,745 | 0 | 44,357 | 0 | 185,140 | 98,075 | 1,594,728 |
| | Distinctive Collection | Avery | 21 | 1,517 | 40 | 20,055 | 0 | 0 | 0 | 0 | 61 | 21,572 |
| | | Fine Arts | 1 | 98 | 12 | 2,769 | 0 | 0 | 0 | 0 | 13 | 2,867 |
| | | Ware | 0 | 0 | 453 | 453 | 0 | 0 | 0 | 0 | 453 | 453 |
| | | East Asian | 1,059 | 13,831 | 1,308 | 10,429 | 0 | 0 | 0 | 0 | 2,367 | 24,260 |
| | | Health Science | 0 | 72 | 3,106 | 28,499 | 0 | 0 | 0 | 669 | 3,106 | 29,240 |
| | | Law and International | 58 | 16,690 | 34,062 | 406,331 | 0 | 12,033 | 0 | 0 | 34,120 | 435,054 |
| | | Rare Book & Manuscript | 113 | 1,320 | 0 | 11 | 0 | 0 | 0 | 0 | 113 | 1,331 |
| | | Columbiana | 0 | | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| | | Total Distinctive Collect | 1,252 | 33,528 | 38,981 | 468,547 | 0 | 12,033 | 0 | 669 | 40,233 | 514,777 |
| | Grandtotal | | 3,820 | 215,701 | 208,260 | 3,615,267 | 0 | 125,966 | 0 | 503,980 | 212,080 | 4,460,914 |

## *COLUMBIA UNIVERSITY LIBRARIES*
## *OTHER FORMATS TOTAL*

| | | | Total Maps | Total Films | Total Film Strip | Total Slide | Total Audio Casse | Total Audio Tape | Total Phon Recor | Total Video Casset | Total Video tape | Total Mach Read Meter | Total Music Scores | Total Compact Disk | Total Sound record | Total Video Disk | GRAND TOTAL |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| JULY 91 - JUNE 92 | Humanities & History Div. | Central Stacks | 0 | 0 | 0 | 0 | 5 | 0 | 6 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 11 |
| | | Graphic Arts Collection | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| | | Burgess-Carpenter | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| | | College | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| | | Philosophy | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| | | Library Service | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 2 | 0 | 0 | 0 | 0 | 0 | 0 | 2 |
| | | Music | 0 | 0 | 0 | 0 | 3 | 0 | 11 | 0 | 0 | 7 | 2263 | 20 | 0 | 0 | 2304 |
| | | Reference Collection | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| | | Microform Reading Room | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| | | Total History & Humanities | 0 | 0 | 0 | 0 | 8 | 0 | 17 | 2 | 0 | 7 | 2263 | 20 | 0 | 0 | 2317 |
| | Science & Engineering | Biological Sciences | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| | | Chemistry | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| | | Engineering | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 2 | 0 | 0 | 0 | 0 | 0 | 0 | 2 |
| | | Geology | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| | | Geoscience | 220 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 220 |
| | | Mathematics | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| | | Physics | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 1 |
| | | Psychology | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| | | Science | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| | | Total Science & Eng. | 220 | 0 | 0 | 0 | 0 | 0 | 0 | 2 | 0 | 1 | 0 | 0 | 0 | 0 | 223 |

1441 music scores were not recorded in 1990/91 statistics;
added to first quarter statistics.

Thu Oct 22 1992

## *COLUMBIA UNIVERSITY LIBRARIES*
## *OTHER FORMATS TOTAL*

| | | | ADDITIONS BY LIBRARIES | | | | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | Maps | Films | Film Strip | Slide | Audio Cassett | Audio tapes | Phon Recor | Video casset | Video Tape | Mach Read Meter | Music Score | Compac t Disk | Sound Record | Video Disk | TOTAL |
| JULY 91 - JUNE 92 | Humanities & History Div. | Central Stacks | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| | | Graphic Arts Collection | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| | | Burgess-Carpenter | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| | | College | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| | | Philosophy | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| | | Library Service | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| | | Music | 0 | 0 | 0 | 0 | 3 | 0 | 11 | 0 | 0 | 7 | 0 | 20 | 0 | 0 | 41 |
| | | Reference Collection | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| | | Microform Reading Room | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| | | Total History & Humanities | 0 | 0 | 0 | 0 | 3 | 0 | 11 | 0 | 0 | 7 | 0 | 20 | 0 | 0 | 41 |
| | Science & Engineering | Biological Sciences | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| | | Chemistry | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| | | Engineering | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| | | Geology | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| | | Geoscience | 220 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 220 |
| | | Mathematics | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| | | Physics | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| | | Psychology | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| | | Science | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| | | Total Science & Eng. | 220 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 220 |

1441 music scores were not recorded in 1990/91 statistics;
added to first quarter statistics.

Thu Oct 22 1992

## COLUMBIA UNIVERSITY LIBRARIES
### OTHER FORMATS TOTAL

| | | | Total Maps | Total Films | Total Film Strip | Total Slide | Total Audio Casse | Total Audio Tape | Total Phon Recor | Total Video Casset | Total Video tape | Total Mach Read Meter | Total Music Scores | Total Compact Disk | Total Sound record | Total Video Disk | GRAND TOTAL |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| JULY 91 - JUNE 92 | Social Science Division | Business | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 4 | 0 | 0 | 0 | 0 | 0 | 0 | 4 |
| | | Documents Service center | 2392 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 143 | 0 | 0 | 0 | 0 | 2535 |
| | | Journalism | 0 | 0 | 0 | 0 | 5 | 0 | 0 | 8 | 0 | 0 | 0 | 0 | 0 | 0 | 13 |
| | | Lehman | 0 | 3 | 0 | 0 | 0 | 0 | 0 | 6 | 0 | 3 | 0 | 0 | 0 | 0 | 12 |
| | | Social Work | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 6 | 0 | 0 | 0 | 0 | 0 | 0 | 7 |
| | | Total Social Science | 2392 | 4 | 0 | 0 | 5 | 0 | 0 | 24 | 0 | 146 | 0 | 0 | 0 | 0 | 2571 |
| | Distinctive Collection | Avery | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| | | Fine Arts | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| | | Ware | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| | | East Asian | 4 | 0 | 0 | 0 | 0 | 0 | 0 | 7 | 0 | 0 | 0 | 0 | 0 | 0 | 11 |
| | | Health Science | 0 | 0 | 0 | (546) | (81) | 0 | 0 | 177 | 0 | (29) | 0 | 0 | 0 | 0 | (479) |
| | | Law and International | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 9 | 0 | 0 | 0 | 0 | 0 | 0 | 9 |
| | | Rare Book & Manuscript | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| | | Columbiana | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| | | Total Distinctive | 4 | 0 | 0 | (546) | (81) | 0 | 0 | 193 | 0 | (29) | 0 | 0 | 0 | 0 | (459) |
| | Grandtotal | | 2616 | 4 | 0 | (546) | (68) | 0 | 17 | 221 | 0 | 125 | 2263 | 20 | 0 | 0 | 4652 |

1441 music scores were not recorded in 1990/91 statistics;
added to first quarter statistics. Thu Oct 22 1992

## COLUMBIA UNIVERSITY LIBRARIES
## OTHER FORMATS TOTAL

| | | | ADDITIONS BY LIBRARIES | | | | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | Maps | Films | Film Strip | Slide | Audio Cassett | Audio tapes | Phon Recor | Video casset | Video Tape | Mach Read Meter | Music Score | Compac t Disk | Sound Record | Video Disk | TOTAL |
| JULY 91 - JUNE 92 | Social Science Division | Business | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 4 | 0 | 0 | 0 | 0 | 0 | 0 | 4 |
| | | Documents Service center | 2392 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 143 | 0 | 0 | 0 | 0 | 2535 |
| | | Journalism | 0 | 0 | 0 | 0 | 5 | 0 | 0 | 8 | 0 | 0 | 0 | 0 | 0 | 0 | 13 |
| | | Lehman | 0 | 3 | 0 | 0 | 0 | 0 | 0 | 6 | 0 | 0 | 0 | 0 | 0 | 0 | 9 |
| | | Social Work | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 3 | 0 | 0 | 0 | 0 | 0 | 0 | 4 |
| | | Total Social Science | 2392 | 4 | 0 | 0 | 5 | 0 | 0 | 21 | 0 | 143 | 0 | 0 | 0 | 0 | 2565 |
| | Distinctive Collection | Avery | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| | | Fine Arts | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| | | Ware | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| | | East Asian | 4 | 0 | 0 | 0 | 0 | 0 | 0 | 6 | 0 | 0 | 0 | 0 | 0 | 0 | 10 |
| | | Health Science | 0 | 0 | 0 | (546) | (81) | 0 | 0 | 177 | 0 | (29) | 0 | 0 | 0 | 0 | (479) |
| | | Law and International | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 9 | 0 | 0 | 0 | 0 | 0 | 0 | 9 |
| | | Rare Book & Manuscript | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| | | Columbiana | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| | | Total Distinctive | 4 | 0 | 0 | (546) | (81) | 0 | 0 | 192 | 0 | (29) | 0 | 0 | 0 | 0 | (460) |
| | Grandtotal | | 2616 | 4 | 0 | (546) | (73) | 0 | 11 | 213 | 0 | 121 | 0 | 20 | 0 | 0 | 2366 |

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## *COLUMBIA UNIVERSITY LIBRARIES*
## *OTHER FORMATS TOTAL*

| | | | ADDITIONS BY CATALOGING | | | | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | Maps | Micro Films | Film Strip | Slide | Audio Casse | Audio Tape | Phon Recor | Video Casse | Video Tape | Mach Read meter | Music scores | Compac t Disk | Sound Record | Video Disk | TOTAL |
| JULY 91 - JUNE 92 | Humanities & History Div. | Central Stacks | 0 | 0 | 0 | 0 | 5 | 0 | 6 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 11 |
| | | Graphic Arts Collection | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| | | Burgess-Carpenter | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| | | College | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| | | Philosophy | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| | | Library Service | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 2 | 0 | 0 | 0 | 0 | 0 | 0 | 2 |
| | | Music | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 2263 | 0 | 0 | 0 | 2263 |
| | | Reference Collection | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| | | Microform Reading Room | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| | | Total History & Humanities | 0 | 0 | 0 | 0 | 5 | 0 | 6 | 2 | 0 | 0 | 2263 | 0 | 0 | 0 | 2276 |
| | Science & Engineering | Biological Sciences | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| | | Chemistry | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| | | Engineering | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 2 | 0 | 0 | 0 | 0 | 0 | 0 | 2 |
| | | Geology | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| | | Geoscience | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| | | Mathematics | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| | | Physics | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 1 |
| | | Psychology | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| | | Science | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| | | Total Science & Eng. | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 2 | 0 | 1 | 0 | 0 | 0 | 0 | 3 |

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## *COLUMBIA UNIVERSITY LIBRARIES*
## *OTHER FORMATS TOTAL*

| | | | ADDITIONS BY CATALOGING | | | | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | Maps | Micro Films | Film Strip | Slide | Audio Casse | Audio Tape | Phon Recor | Video Casse | Video Tape | Mach Read meter | Music scores | Compac t Disk | Sound Record | Video Disk | TOTAL |
| JULY 91 - JUNE 92 | Social Science Division | Business | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| | | Documents Service center | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| | | Journalism | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| | | Lehman | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 3 | 0 | 0 | 0 | 0 | 3 |
| | | Social Work | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 3 | 0 | 0 | 0 | 0 | 0 | 0 | 3 |
| | | Total Social Science | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 3 | 0 | 3 | 0 | 0 | 0 | 0 | 6 |
| | Distinctive Collection | Avery | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| | | Fine Arts | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| | | Ware | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| | | East Asian | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 1 |
| | | Health Science | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| | | Law and International | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| | | Rare Book & Manuscript | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| | | Columbiana | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| | | Total Distinctive | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 1 |
| | Grandtotal | | 0 | 0 | 0 | 0 | 5 | 0 | 6 | 8 | 0 | 4 | 2263 | 0 | 0 | 0 | 2286 |

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system to cover stacks 12 through 15) to ensure that our increasingly valuable rare book, manuscript, and art resources.

Appendix added to this copy only by Bernard R. Crystal

During the 1991/1992 481,076 manuscript items were added to the Manuscript Department (401 linear feet) bringing the total holdings to 26,654,041 ms. items (203,669 linear f

GIFTS

July 1991--June 1992

| Month | No. of donations | Vols. | MSS. | Total Value | of which this is value of Friends gifts | |
|---|---|---|---|---|---|---|
| July | 19 | 112 | 7,378 | $66,487. | $16,541 | |
| August | 5 | 2 | 186 | $1,125 | $525 | |
| September | 5 | 3 | 128 | $860 | $60 | |
| October | 8 | 306 | 13 | $6,090 | $240 | |
| November | 16 | 77 | 115,628 | $98,705 | $19,855 | |
| December | 30 | 92 | 188,858 | $213,431 | $53,282 | |
| 6 mo. totals | 83 | 592 | 312,191 | $390,778 | $90,503 | |
| January | 7 | 8 | 10,504 | $22,300 | $21,700 | |
| February | 14 | 159 | 2,271 | $20,540 | $12,504 | |
| March | 11 | 6 | 5,265 | $3,120 | $1,745 | |
| April | 6 | 8 | 257 | $5,800 | $2,000 | |
| May | 4 | 4 | 76 | $1,325 | $3,500 | |
| June | 6 | 97 | 125,017 | $633,670 | $75 | |
| 12 mo. totals | 131 | 874 | 455,581 | $1,085,553 | $132,028 | |
| Lehman | | | | | | |
| BAR | | | | | | |

1991-92 Gifts

Woods residuary payment ——— 28,556.81

Samuels Trust 1,278.14 + 1,278.14 + 3,284.04 +2,282.40

Steward Trust ——— 12,500

Bacon Fund with matching from New Yorker Foundation 1,100

Cohn Fund ——— 500 (with matching from AT+T Foundation)

Sifkle Kennedy ——— 1,000

Halstead bequest (1st distribution) ——— 300,000

Ercolo ——— 1,000

Lamont ——— 10,000

Hornick ——— 5,000

IIRR ——— 10,000
Int'l Just. & Rural Reconstruction

Glass plate negatives, in common use between the 1850s and the 1920s, are obviously at risk of destruction through breakage, but their images can also fade due to over-exposure to light, heat, and pollution. Preservation for glass plate negatives consists in storing them in proper conditions, and creating archival copies on polyester film stock to serve as insurance against accidental destruction of the originals.

Cellulose nitrate film stock was introduced in the 1880s as the first flexible film, allowing a quick growth in amateur photography which produced hundreds of thousands of inherently unstable negatives. The film stock is highly flammable and releases hazardous gasses as it decomposes. Beginning in the 1920s it was replaced with cellulose acetate safety stock, which is much more difficult to burn. Unfortunately, cellulose diacetate film is subject to severe deterioration problems, and the negatives warp as the emulsion gradually separates from the base, destroying the image completely. In the case of both film types, there is little that can be done to save the original negatives, and preservation consists in making the best possible copies on stable polyester film.

The Historic Photographic Materials Preservation Project began in the Conservation Lab with the careful cleaning and rehousing of the glass plate negatives in archival quality folders and boxes. All of the negatives were then sent to the Northeast Document Conservation Center, where duplicate negatives and interpositive copies were produced. An interpositive is a positive copy of the negative made by contact printing with the original and then processed according to archival specifications. The result is a copy the exact size of the original but with reversed polarity, which serves as the archival copy of record, and if properly cared for should last for centuries. The duplicate negatives, also on polyester stock, will serve to make positive copies upon demand.

*INTERNET Training.* Over 35 library staff members have already taken advantage of the new Internet tutorial, making it one of the most popular LSO training sessions ever. In the session, staff are briefed on Internet searching, shown how to find out information about Internet resources, and guided through sample searches of several remote library databases.

*Personnel Office dBase.* LSO is again making enhancements to the dBase application written for the Personnel Office, which not only supports production of the two library telephone directories, but will also support several internal Personnel Office requirements for management reports.

*NeXts installed in CUL.* CUL has received six of the new NeXt workstations. These machines have been installed in LSO, the Electronic Text Service (ETS), and Financial Services. These UNIX-based workstations are being tried out on an experimental basis to see what they can contribute to the developing library computing environment. Financial Services will be exploring the use of the new Lotus IMPROV software for budget analyses; ETS and LSO will be evaluating how these powerful tools can assist in other types of applications. All NeXt machines have now been connected to the campus Ethernet to allow fully functional workstation networking and computing. After LSO has gained sufficient familiarity with NeXt, it will be conducting informal demonstrations of some of its capabilities.

## *TELECOMMUNICATIONS EXPERT TO SPEAK TO LIBRARIANS*

Dr. Frederick Williams, Visiting Professor of Telecommunications at the Gannett Center for Media Studies

## *RARE BOOK PHOTO PRESERVATION PROJECT COMPLETED*

The Preservation Division recently completed a grant project funded by New York State to preserve historic photographic negatives from the Rare Book and Manuscript Library (RBML). This project represented the second phase of a two-year effort which has resulted in preservation of over 3,000 glass plate, nitrate, and deteriorating acetate negatives at a total cost of $40,300.

The negatives come from two collections in RBML: the Benckendorff Photographic Archive from turn-of-the-century Tsarist Russia, and the Joseph Urban Collection of Ziegfield Follies set designs. Count Alexander Benckendorff was the last Tsarist ambassador to London, and the archive depicts family life in rural and urban Russia 1890-1905, as well as scenes from Benckendorff's travels through Europe. The negatives offer scholars a unique look at life in the last days of Imperial Russia. A recent acquisition for Columbia, the collection has already received numerous requests for use.

Joseph Urban (1872-1933) was an architect, interior designer, and renowned set designer. The Urban Collection consists of his stage sets for the Ziegfield Follies between 1915 and 1931. For many of the set designs the glass plates represent the only known record, as no sketches or drawings exist. The Collection is heavily used and holds a special importance for researchers in a city that is regarded as a world theater capital.

Photographic images are among our most valuable historic records, and also among the most vulnerable.

KAC

Are you including in your section or is BRC not in R.B section

...greatly improve access.

The records for Pamphlets in American History will have a tremendous impact on subject retrieval through CLIO. For many subjects, the number of records retrieved has increased by over 100% as a result of loading the PAH records. (Examples include: Women -- Suffrage -- United States; Chippewa Indians; Burgoyne, John.)

Records for some additional sets have been purchased from OCLC under a similar program and will be loaded into CLIO shortly. Further purchases are planned for next year. Please forward any suggestions for such purchases to Tony Ferguson.

## *CLIO CIRCULATION NOW AT JOURNALISM, BARNARD...*

The first phase of Departmental CLIO Circulation implementation was completed in March with the introduction of the service in Journalism and Barnard. These libraries were selected as the first sites for a variety of reasons. Journalism, with the smallest departmental general circulation, has full-time staff available most of the hours it is open. It offered an opportunity to test the impact of automated circulation on a small library without having to train student staff or disrupt normal workflow. The Library experienced no problems in their daily routines.